



Rx Drug Abuse & Heroin Summit

AN NCAD MEETING

Presenter Briefing Document

Briefing Document for: Director James Carroll

Event and Audience	
Full Name of the Event, Dates, Location	Rx Drug Abuse & Heroin Summit April 22-25, 2019 Atlanta, GA Hyatt Regency Atlanta 265 Peachtree St. NE Atlanta, GA 30303
Event Host(s)	HMP Global and Operation UNITE
Event Main Contact:	Meaghan Benci DIRECTOR, EDUCATIONAL PROGRAMMING North American Center for Continuing Medical Education an HMP Company O: exemption (b)(6) M: exemption (b)(6) exemption (b)(6) Meaghan will be backstage working closely with AV on session timing/execution.
Media/Press Contact:	Kelly McCurdy VICE PRESIDENT, MARKETING AND PUBLIC RELATIONS HMP Global O: exemption (b)(6) M: exemption (b)(6) exemption (b)(6)
Main Escort Upon Arrival On Site:	Drew Rifkin Director of Marketing, HMP Global Cell: exemption (b)(6) Email: exemption (b)(6) Please call Drew when you arrive onsite to the conference. Drew will confirm who is being sent to meet you and escort you to the Green Room.

VIP Dinner Invitation - Monday, April 22

The location of the dinner will be **the Regency V Ballroom** located on the LL1 level of the Hyatt Regency Atlanta Hotel. The dinner will take place on **Monday, April 22nd at 6:30pm.** Professional/Business Attire.

Presentation Details

Date and Time of Presentation:	Wednesday, April 24, 2019. The plenary session will begin following the Presidential Keynote (approximately 2pm).
Onsite Escort Name Who Meets Speaker:	Drew Rifkin Director of Marketing, HMP Global Cell: exemption (b)(6) Email: exemption (b)(6)
Escort Meeting Location:	Hyatt Regency Atlanta Hotel
Format and Length of Presentation/Type of Remarks:	The length of the presentation is 20 minutes. Format is presentation with supporting visuals (PowerPoint/Video).
Format for Q&A, if applicable:	There will be no opportunity for Q&A during the segment
Name/Title of Person who will Introduce the Speaker:	Congressman Hal Rogers
Is there anyone the speaker should thank or acknowledge?	Congressman Hal Rogers, Nancy Hale, President and CEO of Operation UNITE, Congressman Hal Rogers
Presentation Room:	The Centennial Ballroom, located on the first floor (LL1) of the Hyatt Regency
Green Room Location:	Backstage are behind Centennial Ballroom (note, this area will be blocked off for the President until 2pm. Please call Drew Rifkin when you arrive onsite and Drew or another staff member will escort you to a seat in the front of the audience in plenary session room.
Facility/Room/AV Set-up:	Main stage with risers, podium with microphone, projection screen, wireless remote slide advance

Presentation:	If planning on using slides, please provide these ASAP so we can have them loaded and ready on the show laptop (please send via email to exemption (b)(6)).	
Session Flow/Timing: NOTE: THIS IS SUBJECT TO CHANGE. PLEASE BE IN CENTENNIAL BALLROOM BY 1PM AND BE PREPARED FOR A CHANCE IN SPEAKER ORDER. ONCE PRESIDENT DEPARTS, SPEAKERS WILL BE ALLOWED BACKSTAGE IN GREEN ROOM AREA FOR FINAL LINE-UP INSTRUCTION	Plenary Session	1:00 PM - 3:30 PM
	Presidential Keynote	1:00 PM - 2:00 PM
	Stage reset	2:00 PM - 2:15 PM
	Congressmen Rogers introduce ONDCP Director (Carroll)	2:15 PM
	ONDCP Presentation	2:15 PM - 2:35 PM
	Nancy Hale to stage to introduce John Tilley	2:35 PM
	Kentucky Public Safety Director (John Tilley)	2:35 PM - 2:55 PM
	John Tilley to introduce John Martin	2:55 PM
	DEA - Diversion Control Division Presentation (John Martin)	2:55 PM - 3:15 PM
	Nancy Hale to introduce Anne Hazlett	3:15 PM
	Anne Hazlett presentation	3:15 PM - 3:35 PM
	Final comments/wrap-up	3:35 PM
Event Location Details		
Event Location/Address:	Hyatt Regency Atlanta 265 Peachtree St. NE Atlanta, GA 30303	
Closest Airport:	ATL Hartsfield-Jackson Atlanta International Airport	
Driving Directions (Estimated driving time/miles from airport to hotel):	https://atlanta.regency.hyatt.com/en/hotel/our-hotel/map-and-directions.html	
Parking Instructions:	Hotel valet parking (based on availability) allows guests to have their vehicle parked in secure underground parking garage. Valet parking provides guests with in/out privileges. The valet parking charges are as follows: 0hrs - 1 hrs. = \$15.00 1hrs - 2 hrs. = \$20.00 2hrs - 4 hrs. = \$24.00 4hrs - 6 hrs. = \$30.00 6hrs - 24 hrs. = \$40.00 Overnight hotel guests (12 to 24 hours) = \$40 with in and out privileges There is no self-service parking available	

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